

The Prentice Bulletin

Prentice Computer Centre

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The University of Queensland

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No **7**

Training Courses for Mainframes and Personal Computers

The Prentice Computer Centre conducts regular courses in many aspects of the use of computing facilities, both mainframe and PC.

These courses are designed to meet a variety of needs but special emphasis is placed on:

(a) courses in introductory computing for those with either limited or no previous experience. Such courses are offered for the mainframe operating systems (VAX/VMS, VM/CMS and UNIX) and PC/MSDOS for personal computers.

(b) courses in the use of packages which are popular with researchers and administrators in areas such as statistics, text-processing and database management.

(It is generally expected that material taught in the relevant (a)-type course is known by anyone enrolling in a (b)-type course.)

Course enrolments are restricted to allow (as far as possible) hands-on experience by all attending. The regularity with which the popular courses are offered helps to minimize the waiting time involved before attendance at a desired course can be arranged.

Schedules of courses are distributed in advance, either by notices to departments and other sections of the University or via this Bulletin. In addition, all central mainframes hold online information about the course list; the list can be inspected by issuing the following commands on the relevant machines:

UQKL10	HELP COURSE
UQVAX	COURSE
UQVM	COURSES
BROLGA	MAN COURSES

For both academic and general staff members, and for postgraduate students, attendance at all courses is **free**; undergraduate students and external clients may be admitted if vacancies exist, but must pay an appropriate fee (available on enquiry).

At present, all courses are held in the Centre's teaching laboratories located behind the Physics Annexe.

Enrolment for all courses should be made by phoning 377 3018 between 8.30 am and 4.30 pm, Monday to Friday. Other enquiries regarding courses may be directed to 377 3021.

A summary of most of the commonly-offered courses is provided below, followed by a list of the courses for the period 12 March–1 June 1990. (A copy of this schedule has already been forwarded to departments/other sections of the University. Please note the addition of the UNIX Course in April.)

Course Timetable March to June 1990

March

Intro to SQL	12–16 March	9–12 am
Advanced WordPerfect	14–15 March	9–12 am
Intro to VAX (VAX/VMS)	19–22 March	1–4 pm
Intro to PC/MSDOS	20–22 March	9–12 am
Intro to WordPerfect (V5.0)	26–29 March	9–12 am
Using MAIL on Network	29 March	1–4 pm

April

Intro to SAS	2–6 April	9–12 am
PC Overview	4 April	9–12 am
Intro to DBase III	9–11 April	9–12 am
Intro to PC/MSDOS	9–11 April	1–4 pm
Intro to UNIX	9–12 April	1–4 pm
Intro to FORTRAN Programming	17–20 April	9–12 am + 1–4.30 pm
Intro to WordPerfect (V5.0)	17–20 April	9–12 am
Intro to PC/MSDOS	24, 26, 27 April	1–4 pm
PC—M/frame Communications	26 April	9–12 am
Intro to SPSS-X	30 April–3 May	9–12 am

May

Advanced PC Management	1–2 May	9–12 am
Intro to WordPerfect (V5.0)	8–11 May	9–12 am
Intro to Oracle	8–11 May	1–4.30 pm
Intro to PC/MSDOS	16–18 May	9–12 am
Intro to SAS	21–25 May	1–4 pm
Advanced WordPerfect	23–24 May	9–12 am
Intro to WordPerfect (V5.0)	29 May–1 June	9–12 am

An introductory course dealing with **computer networks** is being planned.

Details on content and dates will be released later.

Synopses of Mainframe Courses

Note: + denotes IBM 3081 course
✦ denotes VAX course
+✦ denotes course offered on both IBM and VAX
✦ denotes BROLGA course

Introduction to IBM3081 (VM/CMS) +

General background to computer systems; structure of IBM system; keyboard knowledge (function keys); file management; miscellaneous useful utilities; use of the editor XEDIT.

(12 hours)

Introduction to VAX (VAX/VMS) ✦

General background to computer systems, file-management commands; use of the editor EDT; symbols; simple command files; other useful utilities.

(12 hours)

Introduction to UNIX (BSD 4.3) ✦

File-management commands; use of the editors *ex* (briefly) and *vi*; introduction to simple shell scripts; other useful tools.

(12 hours)

Introduction to SAS +

(Note: Although this course is conducted on the IBM3081 system, it does include details necessary to run the PC version of this package.)

Comprehensive treatment of the SAS statements necessary for data definition and transformation of data; selection of cases for analysis; examples of simple statistical and graphical procedures; creation, use and storage of both SAS data-sets and user-defined formats (for both mainframe and PC).

(15 hours)

Introduction to SPSS-X +✦

(Please advise on enrolment whether IBM or VAX)

Data definition commands; common commands necessary for the transformation of data; examples of simple analysis commands; operational details for generating result files.

(15 hours)

Introduction to SQL +

Basic query language (including sub-queries and correlated sub-queries); creation, loading and unloading of tables; use of synonyms, views, stored commands and routines.

(15 hours)

Introduction to ORACLE ✦

(First offered 1990)

Generation of tables; interrogation of stored information; loading and unloading information; simple report generation.

(15 hours)

Introduction to FORTRAN Programming +✦

(Please advise on enrolment whether VAX or IBM)

A beginning course in FORTRAN (F77) for researchers with little or no previous programming experience; essential steps in writing, compiling and running FORTRAN programs.

(30 hours)

Using MAIL on the Network ✦

A brief hands-on course for using the MAIL facilities available on the VAX system in particular—sending, receiving, storing, etc; use of distribution lists.

(3 hours)

Synopses of PC-based courses

Introduction to PC/MSDOS

No previous knowledge assumed—general background on computer systems; use of keyboard; principal commands for management of files and disks; brief introduction to the editor EDLIN; other useful utilities.

(9 hours)

Advanced PC Management

Intended only for experienced PC/MSDOS users who wish to know more about disk organisation/management and other internals.

(6 hours)

PC Overview

Short descriptive course to highlight major differences between models; factors to consider when purchasing a PC—memory size, speed, storage, ability to run particular applications packages.

(3 hours)

PC—Mainframe Communications

Aimed at PC users who need access to the central mainframes; using KERMIT to (a) use a PC as a terminal, and (b) transfer files between PC and mainframe.

(3 hours)

Introduction to WordPerfect V5.0

Construction of most commonly needed document styles and elements (paragraphing, indenting, headings, bibliographies, etc); use of other associated utilities (mail-merge, spell-checker, thesaurus, etc).

(12 hours)

Advanced WordPerfect

Further features (such as the inclusion of graphics and the purpose and use of style sheets) available in WordPerfect V5.0. Useful for both those upgrading from V4.2 (to whom essential differences will be outlined) and those already familiar with V5.0.

(6 hours)

Introduction to DBase III

Creation of data-base; insertion and modification of data; selective extraction of data.

(9 hours)

Each year almost 1000 people attend our courses!

Each year we present almost 100 courses!

We look forward to assisting you too!